

**Subject:** Sessions of the BOBJ300 Intermediate Business Objects Training Course  
Offered in April and May

**Audience:** Agency Training Coordinators, HR Directors, AST Leads

The SCEIS Training Team is pleased to offer two sessions of the half-day training class, BOBJ300 SCEIS Intermediate Business Objects Reporting. The course presents an intermediate level view of how to use Business Objects in SCEIS.

**NOTE:** These BOBJ300 sessions are designed for an audience of HR/Payroll users. Finance and MM users may use the registration links included below to request to be wait-listed for Finance and MM classes to be scheduled at another time.

Below you will find details about the course, including the name, description, target audience, date, location and registration information. **Please forward this message to appropriate staff members within your agency.**

If you have any questions about the below SCEIS Training information, please email them to [training@sceis.sc.gov](mailto:training@sceis.sc.gov).

### **BOBJ300 – Course Information**

**Course ID/Title:** BOBJ300 – SCEIS Intermediate Business Objects Reporting

**Description:** This course presents an intermediate level view of how to use Business Objects in SCEIS. Topics include editing existing reports, creating variables, combining queries, turning reports to graphs, scheduling reports and saving reports as Excel or PDF files.

**Target Audience:** Employees in live agencies who need to create custom reports using Business Objects.

**Pre-requisites:** BOBJ200 Introductory Business Objects Reporting is a pre-requisite course. In addition, all participants must have access to *both* Business Warehouse and Business Objects.

***Please note that users who are already on the Wait List for this course will receive priority for enrollment. Additional requests will be managed on a space-available, first-come basis.***

### **BOBJ300 – Section 04 – Spring 2013 Details**

**Course Date:** Wednesday, April 17, 2013 (Please request this class date only if you have ALREADY completed the pre-requisite course, BOBJ200.)

**Course Location:**

SCEIS Office, Room 202A/B  
1628 Browning Road, Columbia

**Driving Directions:** <http://www.sceis.sc.gov/location.aspx?id=1>

**Course Time:** 9:00 a.m. to 12:00 p.m.

**Registration Link:** <https://www.surveymonkey.com/s/M5J2QZG>



**BOBJ300 – Section 05 – Spring 2013 Details**

**Course Date:** Tuesday, May 14, 2013

**Course Location:**

SCEIS Office, Room 202A/B  
1628 Browning Road, Columbia

**Driving Directions:** <http://www.sceis.sc.gov/location.aspx?id=1>

**Course Time:** 9:00 a.m. to 12:00 p.m.

**Registration Link:** <https://www.surveymonkey.com/s/M5J2QZG>